

Teena Koutou,

Dear Parents / Caregivers,

I hope that you are all doing well, all things considered, and have plans to take some time out this weekend. Today, I want to focus on next week and what it means for our junior and senior students.

New lesson times. We have adjusted the bell times for teaching while under Level 3 and they are at the bottom of this email. This is to accommodate a hybrid teaching model and support senior student assessment needs. This timetable will apply to all staff and students whether onsite or online.

Years 9 and 10. Online learning continues for them and the learning plan will be shared first thing on Tuesday morning and posted on the school website.

Years 11, 12 and 13. We have received permission from the Ministry of Health to open the school for learning for senior students only. CHS is a safe site and there are protocols we have in place that will ensure it remains a safe place for staff and students. The following are the key details of access to CHS:

- All staff onsite must have produced a recent negative test result.
- Compulsory face mask wearing for all onsite. Unless there is a medical exemption (evidence required) we are all required to wear face masks, at all times.
- Ventilation and outdoors. Outdoor events and areas with good ventilation have significantly reduced the risk of spread in other areas. We will re-timetable rooms as necessary to ensure the best possible ventilation. Students need to be outdoors during break times as much as is possible.
- Cleaning and basic hygiene. All facilities are cleaned thoroughly each day by staff who have returned recent negative test results and wear face masks at work. Hand sanitiser is available in each room. Hand washing remains the most effective method and we have stations around the school. We strongly encourage students to clean their hands in between classes and before eating. This will enable us to use shared equipment without risk.
- Movement time. We have kept our 5-minute movement time in place to provide time for good hygiene and safe movement between classes.
- Social distancing. We have been asked to maintain social distancing as much as possible. This is currently a minimum of 1m gap. At times it will be unavoidable to go within this distance, but collectively we need to try our best to ensure social distancing. There will be almost 800 fewer students on site, as the juniors are learning online and this will relieve a lot of population pressure.
- Break times. The canteen will not be open initially. We will re-evaluate this at the end of the week. There is to be no shared food and students will need to take breaks outside whenever it is not raining.
- No travel across boundaries. Unfortunately, students living in Level 2 are not permitted to travel into CHS as we are still under Level 3 conditions. If CHS drops in level to Level 2 then these students will again be able to attend. These students will continue learning online. Please contact your teacher if you are in this situation and we will arrange something to ensure you can engage with the lesson, such as a Teams connection for the lesson.

School will start with a Form Time at 8:40 a.m. on Tuesday 25th October. It will be day 2 on the timetable.

Students must bring their devices as we may need to run some online lessons, due to staffing availability.

I am sure that you can understand that maintaining the safety of our site is of major importance to us. We are only permitted to open in accordance with this protocol being in place and adhered to. If needed, we will need to ask those who do not comply with these expectations to leave site.

Assessment calendar. So that we do not overload our students we have created an assessment calendar for the in-class assessments. This has been attached. These in-class assessments will provide the students with opportunities to practice in exam-like conditions, it will also provide us with a derived grade in case this is required with NCEA examinations.

Updated bell times. Under Level 3 conditions the bell times will be as follows for every day of the week. In between each lesson there is 5 minutes to allow time for movement between classes, hand cleaning and surface cleaning.

Please note this will also impact Years 9 and 10 as they will have different sign on times for their lessons.

Form Time	8.40 - 8.55
Period 1	9:00 - 10.00
Period 2	10.05 - 11.05
Interval	11.05 - 11.25
Period 3	11.30 - 12.30
Period 4	12.35 - 1.30
Lunch	1.30 - 2.10
Period 5	2.15 - 3.15

Kind regards

Ngaa mihi

Greg Thornton